

Painter (T)

Painter

Refrigeration & Air Conditioning Mechanic (T)

Refrigeration & Air Conditioning Mechanic

Lead Voucher Examiner (PSU)

Computer Systems Analyst (T)

Computer Systems Analyst

Security Investigator (Special Investigator)

Medical Research Scientist

Receptionist

FSN#2009/126 (T)

Painter

OPEN TO: All Interested Candidates

POSITION: Painter, FSN-4; FP-AA, Trainee

OPENING DATE: December 4, 2009

CLOSING DATE: December 17, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-AA

Ordinarily Resident (OR): FSN-4

The U.S. Embassy in Bangkok is seeking an individual for the position of Painter in its Facilities Management Office (FM) located at Rajdamri compound, American Embassy, Bangkok.

BASIC FUNCTION OF POSITION:

Perform full journeyman level in painting trade including duties involved in coating, painting, finishing and refurbishing all exposed surface of buildings, structures and furniture of various government held properties.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post “Additional Selection Criteria” at the beginning of the “Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees” or on the Bulletin Board in HR or on the Website.

(1) Completion of high school (Mathayom 6) or equivalent; (2) One year’s direct experience in painting work as a fully qualified journeyman; (3) Level II (Limited Knowledge) speaking/reading/writing English and Thai; (4) Ability to operate various hand tools, power equipment, and instruments; (5) Ability to drive and possess a valid Thai driver’s license.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

SUBMIT APPLICATION TO:

Regional Human Resources Office
Attention: Recruitment
American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand
E-mail: bkkrecruitment@state.gov
Fax: 02-205-4928

PLEASE ATTACH A COPY OF TRANSCRIPT AND THAI DRIVER’S LICENSE.

DO NOT ATTACH PHOTO

CLOSING DATE FOR THE POSITION: DECEMBER 17, 2009

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FSN#2009/126

Painter

OPEN TO: All Interested Candidates

POSITION: Painter, FSN-5; FP-9

OPENING DATE: December 4, 2009

CLOSING DATE: December 17, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-9

Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of Painter in its Facilities Management Office (FM) located at Rajdamri compound, American Embassy, Bangkok.

BASIC FUNCTION OF POSITION:

Perform full journeyman level in painting trade including duties involved in coating, painting, finishing and refurbishing all exposed surface of buildings, structures and furniture of various government held properties.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Completion of high school (Mathayom 6) or equivalent; (2) Two years' direct experience in painting work as a fully qualified journeyman; (3) Level II (Limited Knowledge) speaking/reading/writing English and Thai; (4) Ability to operate various hand tools, power equipment, and instruments; (5) Ability to drive and possess a valid Thai driver's license.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: DECEMBER 17, 2009

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FSN#2009/130 (T)

Refrigeration & Air Conditioning Mechanic

OPEN TO: All Interested Candidates

POSITION: Refrigeration & Air Conditioning Mechanic, FSN-4; FP-AA, Trainee

OPENING DATE: November 27, 2009

CLOSING DATE: December 10, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-AA

Ordinarily Resident (OR): FSN-4

The U.S. Embassy in Bangkok is seeking an individual for the position of Refrigeration & Air Conditioning Mechanic located 95 Wireless Road, American Embassy, Bangkok.

BASIC FUNCTION OF POSITION:

Perform full journeyman level in refrigeration and air conditioning trade. Perform duties involved in installation, renovation, modification, preventive maintenance & repair, rebuilding of machines, equipment, components and control devices associated with refrigeration and air conditioning systems; including cooling, heating, ventilation and air circulation system for various government held properties.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Completion of at least two years post secondary study at college or university (high vocational school or equivalent); (2) One year experience in maintenance, repair and installation of refrigeration and air conditioning systems; (3) Level II (Limited Knowledge) speaking/reading/writing in English and Thai; (4) Ability to operate various hand tools, power equipment, instruments and computer; (5) Ability to drive and possess a valid Thai driver's license.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: DECEMBER 10, 2009

FSN#2009/130

Refrigeration & Air Conditioning Mechanic

OPEN TO: All Interested Candidates

POSITION: Refrigeration & Air Conditioning Mechanic, FSN-5; FP-9

OPENING DATE: November 27, 2009

CLOSING DATE: December 10, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-9

Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of Refrigeration & Air Conditioning Mechanic located 95 Wireless Road, American Embassy, Bangkok.

BASIC FUNCTION OF POSITION:

Perform full journeyman level in refrigeration and air conditioning trade. Perform duties involved in installation, renovation, modification, preventive maintenance & repair, rebuilding of machines, equipment, components and control devices associated with refrigeration and air conditioning systems; including cooling, heating, ventilation and air circulation system for various government held properties.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Completion of at least two years post secondary study at college or university (high vocational school or equivalent); (2) Two years' experience in maintenance, repair and installation of refrigeration and air conditioning systems; (3) Level II (Limited Knowledge) speaking/reading/writing in English and Thai; (4) Ability to operate various hand tools, power equipment, instruments and computer; (5) Ability to drive and possess a valid Thai driver's license.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: DECEMBER 10, 2009

FSN#2009/132

Lead Voucher Examiner (PSU)

OPEN TO: All Interested Candidates

POSITION: Lead Voucher Examiner (PSU), FSN-8; FP-6

OPENING DATE: November 27, 2009

CLOSING DATE: December 10, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-6

Ordinarily Resident (OR): FSN-8

The U.S. Embassy in Bangkok is seeking an individual for the position of Lead Voucher Examiner (PSU) in its Post Support Unit (PSU), Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Administer, supervise and perform work consisting of the examination for accuracy, legality, compliance with regulations, and justification of vouchers, invoices, claims, and other requests for payment. Pre-certify all vouchers prepared by the Post Support Unit Voucher Examiners prior to sending for Financial Management Officer certification. Serve as the point of contact for serviced posts and counterparts in Charleston regarding all vouchers processed by PSU Bangkok Voucher Examiners. The incumbent may be required to work flexible hours and weekend.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible

Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees” or on the Bulletin Board in HR or on the Website.

(1) Bachelor’s degree in Business Administration, Accounting, Finance, or related field; (2) Two years of progressively experience in financial management support; (3) Level IV (Fluent) speaking/reading/writing English and Thai; (4) Must possess a working knowledge of automated accounting and financial management concept; (5) Must be able to use typewriter as well as Microsoft office software i.e. Word, Excel, PowerPoint.

SELECTION PROCESS:

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

SUBMIT APPLICATION TO:

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Attention: Recruitment
American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand
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Fax: 02-205-4928

DO NOT ATTACH PHOTO

CLOSING DATE FOR THE POSITION: DECEMBER 10, 2009

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FSN#2009/133 (T)

Computer Systems Analyst

OPEN TO: All Interested Candidates

POSITION: Computer Systems Analyst, FSN-9; FP-5 (Step 1 thru 4), Trainee

OPENING DATE: November 27, 2009

CLOSING DATE: December 10, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-5 (Step 1 thru 4), Trainee
Ordinarily Resident (OR): FSN-9, Trainee

The U.S. Embassy in Bangkok is seeking an individual for the position of Computer Systems Analyst in its System Programming & ISSO Division, Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Provide supports to the pay systems that compute salaries, allowances, deductions, leaves and bonuses. Duties include researching, developing, analyzing, testing, and supporting the post payroll in accordance with Resources Management Bureau goals and objectives. Maintain the system that pays in the local currency applicable to the employees' Posts and exercise professional computer programming and analysis knowledge and skills in determining disbursing and financial requirements to be met in the design, re-design and adaptation of existing automated systems and sub-systems to meet financial management needs of the worldwide operations of the Bureaus, Offices, and overseas Posts of the Department.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Bachelor's degree in computer science, information technology, or related field; (2) Three years of progressively responsible experience in computer system, database administrator, or accounting systems development and maintenance; (3) Level III (Good working knowledge) speaking/reading/writing English and Thai; (4) Must possess a knowledge of the theory, concepts and practices of accounting and computing; (5) Must be able to accurately analyze computing processes and identify practices and procedures which require correction or modification.

SELECTION PROCESS:

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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Attention: Recruitment
American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand
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CLOSING DATE FOR THE POSITION: DECEMBER 10, 2009

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FSN#2009/133

Computer Systems Analyst

OPEN TO: All Interested Candidates

POSITION: Computer Systems Analyst, FSN-10; FP-5 (Step 5 thru 14)

OPENING DATE: November 27, 2009

CLOSING DATE: December 10, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-5 (Step 5 thru 14)

Ordinarily Resident (OR): FSN-10

The U.S. Embassy in Bangkok is seeking an individual for the position of Computer Systems Analyst in its System Programming & ISSO Division, Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Provide supports to the pay systems that compute salaries, allowances, deductions, leaves and bonuses. Duties include researching, developing, analyzing, testing, and supporting the post payroll in accordance with Resources Management Bureau goals and objectives. Maintain the system that pays in the local currency applicable to the employees' Posts and exercise professional computer programming and analysis knowledge and skills in determining disbursing and financial requirements to be met in the design, re-design and adaptation of existing automated systems and sub-systems to meet financial management needs of the worldwide operations of the Bureaus, Offices, and overseas Posts of the Department.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Bachelor's degree in computer science, information technology, or related field; (2) Four years of progressively responsible experience in computer system, database administrator, or accounting systems development and maintenance; (3) Level III (Good working knowledge) speaking/reading/writing English and Thai; (4) Must possess a knowledge of the theory, concepts and practices of accounting and computing; (5) Must be able to accurately analyze computing processes and identify practices and procedures which require correction or modification.

SELECTION PROCESS:

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

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CLOSING DATE FOR THE POSITION: DECEMBER 10, 2009

FSN#2009/134

Security Investigator (Special Investigator)

OPEN TO: All Interested Candidates

POSITION: Security Investigator (Special Investigator), FSN-10; FP-5 (Step 5 thru 14)

OPENING DATE: November 27, 2009

CLOSING DATE: January 7, 2010

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-5 (Step 5 thru 14)

Ordinarily Resident (OR): FSN-10

The U.S. Embassy in Bangkok is seeking an individual for the position of Security Investigator in its Regional Security Office Investigator (RSOI) located at 120-122 Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Conduct complex criminal investigations alongside myriad U.S. and/or Thai law enforcement agencies; engage in dedicated police liaison to develop effective relationships with senior and working level counterparts in the host government and allied embassies; closely monitor and analyze fraud trends and developments in Thailand and South Asia as it pertains to fraud, human smuggling, and terrorist travel; manage a demanding investigative portfolio involving subjects of criminal investigations in Thailand, the United States, and other foreign countries focusing on investigations concerned organized efforts to circumvent U.S. law regarding the issuance of passports and visas, although investigations will encompass all visa fraud, passport fraud, document fraud, identify theft, bribery, extortion, conspiracy, misrepresentation, wire fraud, mail fraud, malfeasance, and other crimes; handle or assist with the most sensitive investigations, especially those involving human smuggling by organized group exploiting vulnerabilities in the visa process, suspected terrorist activity, internal malfeasance, and organized crime (counterfeiting and forgery)

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.

(1) Bachelor's degree in Political science, Law, Liberal Arts, Social Science, Business Administration, Economic, Management or closely related discipline is required; (2) At least five year experience in an

investigative or fraud prevention field; (3) Level IV (Fluent) speaking/reading/writing in English and Thai are required; (4) Must have knowledge of how to conduct a proper investigation; the principles, standards, and techniques of conducting a criminal investigation; (5) Understand criminal conspiracies and criminal enterprise activities and how they impact the visa process; (6) Must have ability to use a personal computer i.e. ACCESS (standard), MS Word (standard), MS Excel.

SELECTION PROCESS:

When equally qualified, US citizen Eligible Family Members (AEFMs) and US Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

SUBMIT APPLICATION TO:

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American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand
E-mail: bkkrecruitment@state.gov
Fax: 02-205-4928

DO NOT ATTACH PHOTO

CLOSING DATE FOR THE POSITION: JANUARY 7, 2010

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FSN#2009/136

Medical Research Scientist

OPEN TO: All interested Candidates

POSITION: Medical Research Scientist, FSN-13; FP-2

OPENING DATE: December 4, 2009

CLOSING DATE: December 17, 2009

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-2

Ordinarily Resident (OR): FSN-13

The U.S. Embassy in Bangkok is seeking an individual for the position of Medical Research Scientist in its U.S. Centers for Disease Control and Prevention (CDC) Office.

BASIC FUNCTION OF POSITION:

Serves as the key liaison between the Thai Ministry of Public Health(MOPH) and U.S. CDC. The functional title for this position is the Thai Co-Director of the Thailand Ministry of Public Health – U.S. CDC Collaboration (TUC). Duties also included help CDC negotiate agreements and obtain approvals for our work in Thailand, provide expert advice on planning and ensuring alignment of TUC's priorities and resources with

MOPH needs, represent TUC at scientific meetings and conferences, during negotiations with counterparts on matters related managing a local workforce of approximately 175 Thai staff. Incumbent also review and triage all incoming correspondence from Thai health officials and review all outgoing correspondence between TUC and senior Thai officials.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post “Additional Selection Criteria” at the beginning of the “Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees” or on the Bulletin Board in HR or on the Website.

(1) M.D. degree plus M.P.H. (Masters in public Health) degree and Board Certification in Preventive Medicine or Public Health; (2) Six years of progressively responsible work experience in public health epidemiology, including epidemic investigations, disease surveillance, and original epidemiologic field research, culminating in supervisory position(s) directing other physicians and health personnel working in these areas; (3) Must included two years in the Thailand Field Epidemiology Training Program, the U.S. Epidemic Intelligence Service, or equivalent on-the-job training program; (4) Level IV (Fluent) in speaking/reading/writing English and Thai; (5) Must be knowledgeable in broad field of public health and communicable and non-communicable disease, in addition be familiar with methods and techniques used of surveillance and research; (6) Skilled in various microcomputer software packages used in science and epidemiology.

SELECTION PROCESS:

When equally qualified, U.S. citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

SUBMIT APPLICATION TO:

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PLEASE ATTACH A COPY OF TRANSCRIPT

DO NOT ATTACH PHOTO

CLOSING DATE FOR THE POSITION: DECEMBER 17, 2009

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FSN#2009/135

Receptionist

OPEN TO: THAI Citizens

POSITION: Receptionist, FSN-4

OPENING DATE: December 4, 2009

CLOSING DATE: December 17, 09

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Ordinarily Resident (OR): FSN-4

The U.S. Embassy in Bangkok is seeking an individual for a Receptionist position in the U.S. Agency for International Development/ Executive Office (USAID/EXO), located at GPF Witthayu, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serve as the receptionist and first point of contact for telephone inquiries and office visitors. Duties include answering incoming calls, welcoming visitors, and directing them to appropriate staff and/or taking complete and accurate messages; maintaining correspondence logs; preparing reports and contact information into the database system; and assisting with support activities for special events, conferences and training programs.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

(1) Completion of secondary school; (2) Three years experience in an office setting in an English-speaking environment; (3) Level III (Good general working experience) speaking/reading/writing in English and Level IV (Fluent) in Thai; (4) Must possess a strong oral communication skills and effective team work skills; (5) Must be familiar with basic software applications i.e. MS Office: Excel, Word, Power Point, Outlook.

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CLOSING DATE FOR THE POSITION: DECEMBER 17, 2009

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